



COMMUNITY DEVELOPMENT DIVISION
FREDERICK COUNTY, MARYLAND

Department of Permits and Inspections

30 North Market Street • Frederick, Maryland 21701

Phone (301) 600-2313 • Fax (301) 600-2309

ORGANIZATION ANNUAL REPORT

Section 1-2-107 (g) establishes the requirement for an Organization to submit an annual report detailing the funds received by the Organization on a monthly basis from tip jars and punchboards not operated by the organizations itself (**off-premise**). The report shall be submitted to the Department of Permits and Inspection by **February 15th** for the preceding calendar year.

NAME OF ORGANIZATION: _____

PERMIT NUMBER: _____ Off-Premise Location: _____

You are being requested to furnish the following information:

Funds received by the Organization from **OFF- PREMISE TIP JARS/PUNCHBOARDS**:

TOTAL FUNDS FOR A ONE YEAR PERIOD: \$ _____

DATES COVERED BY THIS REPORT: _____

MONTHLY TOTALS:

January _____ July _____

February _____ August _____

March _____ September _____

April _____ October _____

May _____ November _____

June _____ December _____

TOTAL NUMBER OF BAGS SOLD: _____

I certify that the above information is accurate and correct.

Signature of Responsible Party _____

Printed Name _____ Phone _____

Department Use Only:

Date Received in Permit & Inspections: _____